

**HALL MEMORIAL LIBRARY
BOARD OF DIRECTORS
MEETING
September 14, 2010**

- I. Chair John Halloran called the Regular Meeting of the Hall Memorial Library Board to order at 7:35 PM. Members present were Janet Wieliczka, Jeanne Zulick, Patricia Grundman, Assistant Library Director and Children's Librarian, and Susan Phillips, Library Director. Peter Nickerson arrived at 7:45 PM. Marcia Downs was present as Recording Secretary.
- II. Citizen's Forum – No citizens were present at this meeting.
- III. Approval of Minutes of the June 2010 Meeting (Nickerson/Wieliczka) - The minutes were reviewed by members present and were unanimously approved as written.
- IV. Treasurer's Report – John Halloran circulated the Treasurer's Reports for the months of June, July, and August 2010. The reports were reviewed and discussed. He also reviewed the latest Bank Statements from the Fowler Trust Fund.
- V. Library Director's Report – Sue Phillips distributed copies of the Director's Report dated 9/14/2010. The report was read and discussed.
- VI. Friends of the Library Report – Peter Nickerson reported that he had been re-elected as Vice-President of the Friends. The next Friends Book Sale will be 9/30/10 to 10/3/10.
- VII. Old Business – None.
- VIII. New Business –
 - i - F/Y 2009-2010 Budget Reimbursement – A motion was made (Wieliczka/Nickerson) and unanimously approved to transfer the amount of \$37,868.13 from the Fine Account to the Checking Account and to reimburse said amount to the Town for the 2009-2010 Budget Reimbursement.
 - ii – Review of Meeting Room Use Policy – A review of the 20 year old Meeting Room Use Policy was prompted by the introduction of an on-line calendar to book meeting rooms, creating a calendar of events. The policy was reviewed, and a motion was made (Zulick/Wieliczka) and unanimously accepted to approve the new Meeting Room Use Policy.
 - iii – Building Maintenance
 - A. Heat pump – A motion was made (Wieliczka/Nickerson) and unanimously approved to use the firm Mega Mechanical to repair the Heat Pump and to use funds from the Budget's Building Maintenance Account.
 - B. Air Conditioning Compressor – Due to the very recent failure of the air conditioner compressors, bids must be sought for the replacement of the units. Sue Phillips will speak with the Public Works Director to start this process.
 - C. Switch From Oil to Gas Heat – At this time, information concerning the costs and benefits from this proposed change-over needs to be updated

and discussed. Sue Phillips will continue to seek information and report to the Board as it becomes available.

- IX. Directors' Concerns - None.
- X. Correspondence - None.
- XI. Adjournment - The meeting was adjourned at 8:50 PM (Zulick/Nickerson).

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Marcia H. Downs".

Marcia H. Downs